

STATE OF WASHINGTON
Department of General Administration/Corrections (GA/DOC) Team Program
7345 Linderson Way SW, Tumwater, WA 98501

NOTICE TO ARCHITECTURAL AND ENGINEERING (A/E) FIRMS

The GA/DOC Team Program invites interested A/E firms to submit qualifications for Consulting Services for a statewide study for Security/Fire/Smoke Alarm Bldg System Assesment.

Voluntary MWBE goals of 10% MBE and 6% WBE have been established for these projects. Achievement of the goals is encouraged and outreach plans will be evaluated and scored during the first phase of the selection process. The execution of the plan will be evaluated and scored in the second phase of the selection process, however, no minimum level of MWBE participation shall be required as a condition of contract award. A/E firms may contact Office of Minority and Womens business Enterprise to obtain information on certified firms for potential sub-consultants or utilize self identified MWBE firms. Contact Jose Diaz at (360) 704-1194 or Momi Friedlander at (360) 704-1192 for information regarding MWBE goals and outreach plans.

A project information meeting will be held at the Department of Corrections Headquarters building, Room 1028 BC, 7345 Linderson Way SW, Tumwater, WA 98501, on Thursday, June 10th at 10:00 a.m. Please allow time to check in at the lobby and to be escorted to the meeting location. Dwight Hollar, Project Manager (360) 725-8344, will be present to give an overview of the upcoming project and to answer questions. Firms interested in attending this meeting are to contact Pebble Hernandez at (306) 725-8338 or email pebble.hernandez@doc.wa.gov.

Submittals must be received by the Department of Corrections, Team Program office, 7345 Linderson Way SW, Tumwater, WA 98501, ATTN.: Pebble Hernandez, by 2:00 p.m. Friday, June 18, 2010. Firms selected to interview will be notified on or about July 13th, 2010. Interviews are scheduled for July 22, 2010.

The State reserves the right to accept or reject any or all submittals and to waive informalities.

Submittal Requirements:

Firms desiring consideration shall submit six (6) copies of their submittal for each "Project".

Only submittals conforming to the following specifications will be considered:

- 8.5" x 11" cardstock front and back cover (Binders/Notebooks are not permitted).

- 20 sheets of paper maximum, not including cover page – (total does not include Federal 330 form)
- Printing shall be 2-sided.
- 11” x 17” foldouts permitted but limited to 2 maximum, and shall be included in the 20 page count.
- Form 330 will be provided on a CD in a word format placed in CD sleeve and attached to inside cover of each copy of submittal. Do not print the Form 330.
- You are required to provide 6 copies of your submittal for each project you are submitting for.
- The submittals should have the Project Number and Title clearly printed on the front cover. (10-344, Alarm System Assessment.

Scope of Work for “Project”

Project # 10-344 - SECURITY AND FIRE/SMOKE ALARM BUILDING SYSTEM ASSESSMENT

Facilities:

- Airway Heights Corrections Center, Airway Heights, WA
- Cedar Creek Corrections Center, Littlerock, WA
- Clallam Bay Corrections Center, Clallam Bay, WA
- Coyote Ridge Corrections Center – Camp, Connell, WA
- Larch Corrections Center, Yacolt, WA
- Mission Creek Corrections Center, Belfair, WA
- Monroe Correctional Complex, Monroe, WA
- Olympic Corrections Center, Forks, WA
- Washington Corrections Center, Shelton, WA
- Washington Corrections Center for Women, Gig Harbor, WA
- Washington State Penitentiary, Walla Walla, WA

Selection Process:

Firms will be selected in a two-phase process: Phase 1 – short-listing firms based on submitted information and Phase 2 – Oral Presentations.

To receive additional information for Phase 1 call Pebble Hernandez at (360) 725-8338 or FAX requests (360) 586-8723, ATTN.: Pebble Hernandez.

Firms will be evaluated for Phase 1 on: (1) Key personnel – 25 points; (2) Relevant Experience – 25 points; (3) Work Plan – 25 points, (4) Past Performance – 20 points, and (5) MWBE Outreach Plan - 5 points.

Prior to Phase 2, the three highest scored firms will be provided a copy of the Phase 2 scoring sheet. Interviews are tentatively scheduled for the week of July 19, 2010.